



## ACADEMIC SENATE: EXECUTIVE COMMITTEE

### Minutes

TUESDAY, SEPTEMBER 12, 2023

10:00 A.M. – 11:30 A.M.

Location: BDC 134 Conference Room and virtual

Zoom Link: <https://csu.zoom.us/j/81291128392?pwd=MzhRMW50UUJJNIRaMWttMUVESTRSQT09>

**Members:** A. Hegde (Chair), M. Danforth (Vice-Chair; virtual), V. Harper, J. Millar (absent), D. Solano, E. Correa, D. Wu, M. Rush and K. Van-Grinsven (Senate Analyst)

**Guest:** none

#### 1. CALL TO ORDER

- a. A. Hegde called meeting to order at 10:00 AM.

#### 2. ANNOUNCEMENTS AND INFORMATION

- a. President Zelezny to come to EC September 26
  - i. (A. Hegde) Requested for the EC to send him any specific topics for the President to address by Friday, September 22.
- b. Interim President Appointment
  - i. V. Harper has been appointed as Interim President. It will be a 12-month appointment beginning in January 2024.
  - ii. The search for the permanent president will begin in the spring. It will be a confidential search with the appointment of the new president to be announced at the Board of Trustees meeting in September 2024.
  - iii. A. Hegde has been asked to serve on the search committee along with two other faculty representatives, who will be appointed at a later date. A. Hegde suggested to L. Zelezny that the incoming Academic Senate chair also be asked to serve.
- c. Advising Survey – EC Input (**handout**)
  - i. (A. Hegde) Background information: An advising survey was available to students on Canvas in Fall 2022. Discussion took place in EC, and the majority of members requested that the survey results not be used or distributed, as the survey did not go through the appropriate channels of approval and procedure. Discussion ensued regarding shared governance concerns. The attached documents were provided by D. Jackson and she proposed the implementation of new surveys to be conducted.
  - ii. Summary of the discussion regarding proposed surveys:

1. Surveys need to go through the proper IRB evaluation and review process. There should be an official request for exemption documented, if appropriate.
  2. (A. Hegde) Will convey to D. Jackson that the senate requests these surveys undergo IRB approval, provide information on who are the experts, and what the custom open-ended questions are prior to distribution.
- iii. Topic: Results from the Fall 2022 survey
1. Discussion took place regarding advantages and disadvantages of sharing the survey data with campus. There was an extremely low student response rate (only about 2 or 3%). The consensus of the EC is to set aside the results of the Fall 2022 survey and move forward with future surveys. It would be appropriate to release a statement as to why the survey results from Fall 2022 are not being distributed. Majority approved; statement to be drafted.
  2. Discussion regarding the need for a possible referral to AAC for a Canvas Access Policy.
- d. AB 928 Updates (**handout**) for Senate 9/14
- i. For informational purposes. See attachments.
- e. Review of Academic Administrators Schedule (**handout**)
- i. V. Harper requested information regarding the self-study framework for his review. A. Hegde suggested contacting the President's Office as it is not generated by the Academic Senate.
  - ii. Calls will need to be made for the other academic administrators due for review: James Rodriguez, Debbie Boschini, and Mark Novak. Their review timeline will need to be adjusted since calls will need to be sent out for committee composition.
- f. Interim Provost Appointment Discussion:
- i. V. Harper has drafted a call to be sent out to the campus community. It will be an open search. The Executive Committee body will act as an advisory committee.
  - ii. With the handbook procedures from section 309.8 in mind, M. Rush asked the question: Will President Zelezny be in consultation? (A. Hegde) Believes V. Harper as the Interim President select will be the president representative in this appointment. Will discuss further with President Zelezny.
  - iii. (V. Harper) Discussed some challenges with the RTP timeline and the Provost and President review periods and how it relates to the interim President and Provost appointments.

### 3. APPROVAL OF AGENDA (Time Certain: 10:05 AM)

- a. M. Rush motioned to approve the amended agenda, with minutes tabled. D. Wu seconded. Approved.

4. APPROVAL OF EC MINUTES (5/25/2023, 8/22/2023 and 8/29/2023 tabled. E. Correa shared suggested edits.)

- a. January 24, 2023
- b. January 31, 2023
- c. May 2, 2023
- d. May 9, 2023
- e. May 25, 2023 – Summer Senate (**handout**)
- f. August 22, 2023 (**handout**)
- g. August 29, 2023 (**handout**)

5. CONTINUED ITEMS

a. AS Log and Committee Rosters (**handout – EXCEL document**)

i. AAC (D. Solano)

1. Resolution ready for first reading on Thursday: RES 232403 Definitions of Undergraduate Concentrations and Emphases.

ii. AS&SS (E. Correa)

1. RES 232402 Statement on Reducing Educational Material Cost at CSUB: AS&SS has not finished their discussion. It will not be ready for second reading on Thursday.

iii. BPC (D. Wu)

1. Voiced concerns regarding the slow response of HR for requested information for one of the referrals in discussion.

iv. FAC (M. Rush)

1. Asked if a resolution is needed for referral 2023-2024 #10 Standing Committee Bylaws Change? A. Hegde confirmed a resolution would be needed. Requests a formal recommendation from FAC.

v. EC

1. A. Hegde will send out the feedback he collected regarding RES 232401. Will also hold this resolution as it is not ready for second reading Thursday. Will include in the title of the resolution that it is to be added as an appendix to the handbook.

b. Provost Update (V. Harper)

i. CO Update (deferred)

ii. GRASP Search Committee Structure (**handout**)

1. Following 309.5 search and screening procedures.
  - a. 4 faculty from each school (already elected)
  - b. At-large; Charles Lam
  - c. Jane Dong – Administrator
  - d. Daisy Alamillo - Student

- e. Manuel Barrera – Staff
  - 2. V. Harper requests the addition of D. Jackson to the search committee, which will require another tenured faculty member to maintain the majority faculty membership.
  - 3. M. Danforth and K. Van Grinsven confirmed they will begin drafting the call. M. Danforth confirmed it would be an appointed position. K. Van Grinsven noted error in handout under the 309.5 and 310 search and screening procedure notes included in agenda packet.
  - iii. Removal of Advising Holds (**handout**) (deferred)
  - iv. Reference Letters Policy- Link: Employment Policy Governing the Provision of Employee References <https://calstate.policystat.com/policy/12142918/latest/> (deferred)
  - v. Policies: Reimbursement Rate, and Professional Development Funding (HOLD- *check with Provost*) (deferred)
6. NEW DISCUSSION ITEMS (Time Certain: 10:45 AM) (deferred)
- a. BPA Advising Center name change (**handout**)- BPC and AAC (?).
  - b. SOCI Summer Issue (**handout**)- AAC
  - c. HSIRB and IACUC Policy updates and approvals- FAC (**handout**)
  - d. GE Breadth and taskforce composition (**handout**)
  - e. Elections and Appointments – M. Danforth
    - i. Addition to calls for Fall 2023: Academic Administrators Evaluations
    - ii. U-wide RTP criteria taskforce (equity) (HOLD)
  - f. Order of Business – Bylaws change (Section III. A.)
  - g. Evaluation of Academic Administrators – Handbook 311.1 (**handout**)
  - h. Carry-over from 2021-2022 Annual Report (Possible New Referrals)
    - i. Committee on Professional Responsibility (CPR) Constitution; academic integrity for faculty –FAC
    - ii. RES 212234 CSUB Faculty Retention and Tenure Density Priority – (HOLD- *pending action from President*)
  - i. Resolution on CCC baccalaureate degrees [AB 927] – EC
  - j. Cultural Taxation Award Criteria and Review Committee Structure – BPC and FAC (HOLD- *check with Provost on if award still exists*)
  - k. Strategic Plan Group data gathering instrument(s) - BPC
  - l. Investment Divestiture – BPC
  - m. Proposals Direct to ASCSU (E. Correa’s request)
  - n. Proposal for emphasis in Biochemistry B.S. – AAC (HOLD; resolution in progress for Concentration and Emphasis)

## 7. AGENDA ITEMS FOR SENATE MEETING

THURSDAY, SEPTEMBER 14, 2023

10:00 A.M. – 11:30 A.M.

*LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411*

- A. Call to Order
- B. Approval of Minutes
  - a. May 4, 2023 (**handout**)
  - b. August 31, 2023 (**handout**)
- C. Announcements and Information
  - a. President's Report – L. Zelezny (**Time Certain: 10:10 AM**).
  - b. AB 928 Updates – D. Jackson (**Time Certain: 10:20 AM**)
  - c. Elections and Appointments- M. Danforth
- D. Approval of Agenda (**Time Certain: 10:05 AM**).
- E. Reports
  - a. Provost's Report – V. Harper
  - b. ASCSU Report - J. Millar
  - c. Committee Reports: (*Minutes from AAC, AS&SS, BPC and FAC posted on the Academic Senate webpage; Senate Log attached*)
    - i. ASI Report- D. Alamillo
    - ii. Executive Committee- M. Danforth
    - iii. Academic Affairs Committee (AAC) - D. Solano
    - iv. Academic Support & Student Services Committee (AS&SS) - E. Correa
    - v. Budget and Planning Committee (BPC) - D. Wu
    - vi. Faculty Affairs Committee (FAC) - M. Rush
    - vii. Staff Report- J. Cornelison
- F. Resolutions (**Time Certain: 10:45 AM**)
  - a. Consent Agenda
  - b. New Business
    - i. RES 232403 Definitions of Undergraduate Concentrations and Emphases - AAC
  - c. Old Business
    - i. ~~RES 232401 Statement on Campus Modality – EC (Remove; not ready for second reading).~~
    - ii. ~~RES 232402 Statement on Reducing Educational Material Cost at CSUB – AS&SS (Remove; not ready for second reading).~~
- G. Open Forum (**Time Certain: 11:15 AM**)
- H. Adjournment

8. ADJOURNMENT

- a. A. Hegde requested an additional Executive Committee meeting 9/26/2023. E. Correa and M. Rush not able to attend. A. Hegde requested EC members to keep all future Tuesdays open from 10:00 – 11:30 AM for additional meetings as needed.
- b. M. Rush motioned to extend meeting by fifteen minutes; approved.
- c. A. Hegde adjourned meeting at 11:43 AM.